

Finance and Labor Relations Committee

Regular Meeting

Thursday, May 7, 2020 6:00 p.m.

Due to the COVID 19 orders of social distancing this meeting was held virtually at meet.google.com/mivvqhe-iwk and by telephone at 401-903-2238 with pin 972 903 114#.

MINUTES

- 1) **Call to order.** Cole called the meeting to order at 6:00 pm.
- 2) **Roll Call:** Members present: Alderpersons Rick Cole, Joy Morrison and Dianne Duggan. Others present: Mayor William Hurtley, City Administrator/Finance Director Ian Rigg, City Clerk/Treasurer Judy Walton and Utility and Finance Accountant Julie Roberts.
- 3) **Approval of Agenda.** Duggan made a motion, seconded Morrison by to approve the agenda as presented. Motion approved 3-0.
- 4) **Minutes.** Morrison made a motion, seconded by Duggan to waive the reading of the minutes of the March 5, 2020 meeting and to approve them as presented. Motion approved 3-0.
- 5) **Citizen appearances.** None
- 6) **Bills.** Duggan made a motion, seconded by Morrison to approve the City bills as presented in the amount of \$1,967,449.49. Motion approved 3-0 on roll call.
- 7) **New Business:** None
 - a) **Motion to approve the temporary pay increase for Kerry Lindroth as acting Foreperson of the Electric Department.** Morrison made a motion, seconded by Duggan to approve the temporary pay increase of \$1.82 for Kerry Lindroth as acting Foreperson of the Electric Department. Rigg discussed the portion of the employee manual that covered temporary compensation. There was only one applicant during the previous advertisement. The position will be re-advertised in 3 weeks. This vacancy is due to the previous Foreperson retiring mid-April. Motion approved 3-0.
 - b) **Motion to recommend to Common Council the employment contract between the City of Evansville and Christopher Jones.** Duggan made a motion, seconded by Morrison to recommend to Common Council the employment contract between the City of Evansville and Christopher Jones. Rigg discussed additional coverages that Jones is requesting in addition to those outlined in section 15 of this agreement. It was mentioned that the officers have additional protection through the Union that they can purchase at their cost. This is something that Jones can also explore. There is a difference of 10% in pay between this position and the Chief. 10% to 15% is appropriate per the wage study. This position will also be going to salary instead of hourly. Motion carried 3-0

- c) **Review of Media Policy.** Rigg stated that this is something that should be done once a year. He has no recommended changes at this time. Facebook posts and comments were discussed as well as community interaction.
- d) **Resolution 2020-12 Adjusting Class B Permit Fees and Resolution 2020-13 Adjusting Recreation Fees.** Cole made a motion to recommend Common Council Resolution 2020-12 adjusting Class B permit fees and resolution 2020-13 adjusting recreation fees, seconded by Duggan. Item 7d and 7e were combined and voted on together. Rigg would like to add Class C wine to permit fees as well. Motion passed 3-0.
- e) **Resolution 2020-12 Adjusting Class B Permit Fees and Resolution 2020-13 Adjusting Recreation Fees.** Cole made a motion to recommend Common Council Resolution 2020-12 adjusting Class B permit fees and resolution 2020-13 adjusting recreation fees, seconded by Duggan. Item 7d and 7e were combined and voted on together. Rigg would like to add Class C wine to permit fees as well. Motion passed 3-0.
- f) **Discussion and Motion to Recommend Temporary Election Worker Stipends.** Morrison made a motion to recommend temporary election worker stipends, Duggan seconded. Rigg discussed a stipend in addition to hourly pay for election workers for the remaining elections to be held in 2020 due to COVID 19. A stipend of \$25 would cost \$500 to \$600 more per election. There are 3 elections this would be applied to. Motion approved 3-0 on roll call to add a \$25 stipend for 3 elections in 2020
- g) **Revaluation Alteration and Options due to COVID 19 Response.** Rigg shared that Associated Appraisal started Evansville's revaluation process last year. They are one third of the way through the City with approximately 43% that have allowed the assessor into their home. With COVID 19 people are fearful letting others into their home. We need to be fair for all property owners. Discussion took place around the idea of the homeowner taking pictures of their kitchen, bathrooms and basement to provide to the assessor. It is assumed there would be about the same participation rate as walk throughs before COVID 19. We have the option of doing exterior only with an additional cost. If we do nothing that would put the ratio at approximately 77%. Rigg will provide the option for interior pictures to the assessor.
- h) **Three Year Operation Budget Summary.** Rigg stated that this is something we need to do each year to help maintain our credit rating. Overall we're doing fairly well. We will have to reevaluate the Stormwater fund. To maintain a current positive balance a 4% rate increase average will be necessary. Water and light are currently being reviewed for a potential rate case. Without a rate increase the Water Utility will have an operational deficit. If this was done sooner rather than later it would allow for smaller increases over a period of time. Roberts is currently working on Fund 63 to split electric and water. We hope to roll this out in 2021.
- i) **Treasurers report.** Rigg reviewed the first quarter 2020 Treasurer's Report.

8) **City Administrator Finance Director Report.** Rigg was able to sell a Treasury note that the City had to earn an additional 18 months of interest due to COVID 19s initial impact on interest rates. The Electric Foreperson position will be re-advertised in approximately 3 weeks. We are waiting to hear from the Public Service Commission regarding the end of the grace period for non-payment and waving late fees. Discussion took place regarding the re-opening of City Hall when the times come.

9) **Unfinished business.** None.

10) Meeting Discussion:

a) The next regular meeting will be held virtually June 4, 2020 at 6:00 p.m.

11) **Adjourn.** Duggan made a motion, seconded by Morrison to adjourn. Motion passed 3-0 at 7:30pm.

Respectfully Submitted

Julie Roberts – Utility and Finance Accountant